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May 19, 2014

REQUEST FOR QUOTES

FOR

ROCKY PEN RESERVOIR BOAT ACCESS RAMP

RFQ #610143

Request for Quotes (**RFQ #610143**) will be received by the Stafford County Purchasing Office for the Rocky Pen Run Reservoir Boat Ramp Access Ramp for the Stafford County Department of Public Works, Transportation Office, located in the Stafford County Administration Center, 1300 Courthouse Road, Stafford, Virginia 22554, until **3:00 P.M., prevailing local time, Tuesday, June 10, 2014**. Quotes received after this time will not be accepted.

Mail, e-mail, fax, or deliver quotes to the Stafford County Purchasing Office, P.O. Box 339, 1300 Courthouse Road, Stafford, VA 22555-0339, or e-mail to aperrow@staffordcountyva.gov, or fax to 540.658.5370.

Anita Perrow
Purchasing Manager



SUMMARY OF WORK

ROCKY PEN RESERVOIR BOAT ACCESS RAMP SUMMARY OF THE WORK

PART 1 GENERAL

1. LOCATION:

Rocky Pen Reservoir is located at the end of Greenbank Road. The proposed launch ramp will be constructed within the reservoir on the northerly side of the access road before the gate restricting traffic to the dam.

2. TIME OF COMPLETION:

The project shall be completed within **Thirty (30)** calendar days after the Project's Notice to Proceed issued date is when the contract time commences to run. No weather delay days will be added without negotiations with Stafford County.

3. SURVEYING:

Provide any and all required field stakeout of structures and controls

PART 2 EXECUTION

The Project is to construct a level 6" depth gravel parking area approximately 150' x 150' with a 30' wide x 300' gravel access road from the main road to the access ramp. Construction of the boat access ramp will be 20' x 60' reinforced 7" thick concrete access ramp on a 12 -15 percent grade.

Items of work not specified here in, but manifestly necessary for the completion of the project, shall be included with the unit cost of the work.

GENERAL NOTES:

- Project site will remain free of any debris.
- Access will be preserved at all times.

ROCKY PEN RESERVOIR BOAT ACCESS RAMP QUOTE PRICES

Quotes shall be the **TOTAL SUM OF QUANTITIES MULTIPLIED BY UNIT PRICE** installed and shall include **ALL WORK** necessary to complete the Project to the full intent of the plans. **In the event of additions or deductions** to the work required by the Contract Documents, the Contractor will be paid extra or shall credit the Owner, as the case may be, on the basis of the unit prices quoted herein. Prices shall include all labor, materials, equipment and incidental work and shall be the sum total compensation payable or creditable for such

All unit costs will include, as applicable, mobilization, delivered to site, handling, remove and disposal of damaged, material for installation, equipment used, clean-up, etc.

| ROCKY PEN RESERVOIR BOAT ACCESS RAMP | | | | |
|---|------|-------------|-----------|------------------------------|
| ESTIMATED QUANTITIES AND COST | | | | |
| ITEM | QTY | UNITS | UNIT COST | QUANTITIES x UNIT COST |
| Grade parking, road and access ramp | 4700 | Sq. Yds. | | |
| #57 Stone installed at a minimum 6" depth and graded | 800 | Cu. Yds. | | |
| 20' x 60' Reinforced 7" thick Concrete W/ Keyed End Section Access Ramp | 32 | Cu. Yds. | | |
| #4 Grade 60 Rebar | 130 | Linear Feet | | |
| Filter Cloth | 140 | Sq. Yds. | | |
| | | Sub-Total: | | |
| *Incidentals equals 10% of above sub-total | 1 | Lump sum | | |
| Total for Project: | | | | |

*Incidentals are intended to cover any work orders on items in the summary of work not listed and will not be invoiced unless work orders are encumbered.

- A. Having carefully examined the Construction Contract Documents and having visited the site and examined all conditions affecting the work, the undersigned agrees to furnish all labor and material, equipment, and services necessary for the proper and timely completion of the work as required by said documents for the Rocky Pen Reservoir Boat Access Ramp.

This Bid is subject to all terms and conditions set forth in the Bidding Documents.

The undersigned agrees, if awarded the Contract, to execute and totally complete the work for the stipulated sum of the total:

Construction of Rocky Pen Reservoir Boat Access Ramp:

\$ _____
(Numbers)

(Total Sum of Dollars in Words)

(The above Total Price shall be listed using both words and numbers.)

QUESTIONS

Tom O'Connor, Construction Engineer
County of Stafford
1300 Courthouse Road
PO Box 339
Stafford, VA 22555-0339
540.658.4610
toconnor@staffordcountyva.gov

QUOTATION FORM

Quotes shall be submitted utilizing the Quotation Form as bound herein. The total Quote amount shall be entered in words and figures in the space provided. Where applicable, the unit price or lump sum items, and their extensions shall be entered in figures in the respective columns provided for each quoted item. All entries shall be typewritten or printed in ink. The signatures of all persons shall be in longhand. Any entry of amount that appears on the face of the Quote sheet to have involved an erasure, deletion, whiteout and/or substitution or other such change or alteration shall show by them the initials of the person signing the Quote and the date of the change or alteration. A failure to comply with this requirement may be cause for disqualification.

For Unit Price Quotes, in the event of any discrepancies between the unit prices and the extensions thereof or the total Quoted amount, the unit price shall govern. For Lump Sum Quotes, in the event of a discrepancy between the amount in writing and that in figures, the written value shall govern.

AWARD

The Contract will be awarded to the lowest responsive and responsible Quoting Contractor.

HOLD HARMLESS

The Contractor shall, during the term of the Contract including any warranty period, indemnify, defend, and hold harmless the County, its officials, employees, agents, and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding Contract work or on account of any act or omission by the Contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The Vendor agrees that this clause shall include claims involving infringement of patent or copyright.

SAFETY

All Contractors and Subcontractors performing services for the County of Stafford are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all Contractors and Subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this Contract.

NOTICE OF REQUIRED DISABILITY LEGISLATION COMPLIANCE

Stafford County government is required to comply with state and federal disability legislation: The Rehabilitation Act of 1993 Section 504, The Americans with Disabilities Act (ADA) for 1990 Title II and The Virginians with Disabilities Act 1990. Specifically, Stafford County, may not, through its contractual and/or financial arrangements, directly or indirectly avoid compliance with Title II of the American with Disabilities Act, Public Law 101-336, which prohibits discrimination by public entities of the basis of disability. Subtitle A protects qualified individuals with disability from discrimination on the basis of disability in the services, programs, or activities of all State and local governments. It extends the prohibition of discrimination in federally assisted programs established by the Rehabilitation Act of 1973 Section 504 to all activities of State and Local governments, including those that do not receive Federal financial assistance, and incorporates specific prohibitions of discrimination on the basis of disability in Titles I, III, and V of the Americans with Disabilities Act. The Virginians with Disabilities Act of 1990 follows the Rehabilitation Act of 1973 Section 504.

ETHICS IN PUBLIC CONTRACTING

The provisions contained in Sections 2.2-4367 through 2.2-4377 of the Virginia Public Procurement Act as set forth in the 1950 Code of Virginia, as amended, shall be applicable to all Contracts solicited or entered into by this County. A copy of these provisions may be obtained from the Purchasing Office upon request. The provisions of this article supplement, but do not supersede, other provisions of law including, but not limited to, the Virginia Conflict of Interest

Act (§2.1-348 et. seq.), the Virginia Governmental Frauds Act (§18.2-498.1 et. seq.) and Articles 2 and 3 of Chapter 10 of Title 18.2. The provisions apply notwithstanding the fact that the conduct described may not constitute a violation of the Virginia Conflict of Interests Act.

EMPLOYMENT DISCRIMINATION BY CONTRACTORS PROHIBITED

Every Contract of over ten thousand dollars (\$10,000) shall include the following provisions: During the performance of this Contract, the Contractor agrees as follows:

- a. The Contractor will not discriminate against any employee or applicant for employment

because of race, religion, color, sex, national origin, age or disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

- b. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, shall state that such Contractor is an equal opportunity employer.
- c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Contractor will include the provisions of the foregoing paragraphs, a, b, and c in every Subcontract or Purchase Order of over ten thousand dollars (\$10,000), so that the provisions will be binding upon each Subcontractor or Vendor.

DRUG FREE WORKPLACE

Every Contract of over ten thousand dollars (\$10,000) shall include the following provisions:

During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every Subcontract or Purchase Order of over \$10,000, so that the provisions will be binding upon each Subcontractor or Vendor. For the purpose of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

DEBARMENT

By submitting a Quote, the Vendor is certifying that he is not currently debarred by the County. The County's debarment procedure is in accordance with Section 2.2-4321 of the Code of Virginia.

OFFEROR DISCLOSURE

Each Vendor shall certify, upon signing a response, that to the best of his knowledge no Stafford County official or employee having official responsibility for the procurement transaction, or member of his/her immediate family, has received or will receive any financial benefit of more

than nominal or minimal value relating to the award of this Contract. If such a benefit has been received or will be received, this fact shall be disclosed with the Proposal or as soon thereafter as

it appears that such a benefit will be received. Failure to disclose the information prescribed above may result in suspension or debarment, or rescission of the Contract made, or could affect payment pursuant to the terms of the Contract.

RIGHT TO NEGOTIATE

The County of Stafford reserves the right to waive informalities, and to reject any and all responses. If the Response from the most responsible and responsive Offeror exceeds available funds, the County of Stafford reserves the right to negotiate with the apparent low Offeror to obtain a Contract price within available funds. Such negotiations shall be in accordance with Chapter 7, Code of Virginia.

IMMIGRATION REFORM AND CONTROL ACT OF 1986

By accepting an award, the Vendor certifies that it does not and will not during the performance of this Contract violate the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits the employment of illegal aliens.

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

A Vendor organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its Bid or Proposal the identification number issued to it by the State Corporation Commission. Any Bidder or Offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its Bid or Proposal a statement describing why the Bidder or Offeror is not required to be so authorized. Any Bidder or Offeror described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator (https://cisiweb.scc.virginia.gov/z_container.aspx).

W-9 FORM

Each Vendor will submit a completed W-9 form with their Bid. In the event of a Contract award, this information is required in order to issue Purchase Orders and payments to your firm. A copy of this form can be downloaded from <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.

REQUEST FOR QUOTES
FOR
ROCKY PEN RUN RESERVOIR BOAT ACCESS RAMP
RESPONSE SHEET
RFQ #610143

Name of Firm Submitting a Response: _____

Address: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

Company Representative's Signature: _____

Title: _____

Mail, e-mail, fax, or deliver quotes to the Stafford County Purchasing Office, P.O. Box 339, 1300 Courthouse Road, Stafford, VA 22555-0339, or e-mail to aperrow@staffordcountyva.gov, or fax to 540.658.5370.

INSURANCE

GENERAL INSURANCE REQUIREMENTS

The Contractor shall provide and maintain insurance coverage for the duration of the Contract Time meeting the requirements specified herein. The insurance company shall be acceptable to the County and licensed to do business in the State of Virginia. An insurance certificate attesting to the required coverage is required prior to the execution of the Contract by the Owner.

Subcontractors performing work under this Contract shall be required to provide proof of coverage complying with this section.

WORKERS' COMPENSATION

The Contractor shall maintain Workers' Compensation coverage in compliance with statutory limits.

COMPREHENSIVE GENERAL LIABILITY

The Contractor shall maintain coverage to the following limits:

Bodily injury \$2,000,000 per occurrence

Property Damage \$2,000,000 per occurrence

The Contractor shall indemnify and hold harmless the owner against and from all liability, claims, damages, demands and cost, including attorney fees of every kind in nature attributable to bodily injury, sickness, disease or death or to damage or destruction of property resulting from or in any manner arising out of or in connection with the project and the performance of the work under this Contract.

AUTOMOTIVE LIABILITY

The Contractor shall maintain coverage to the following limits:

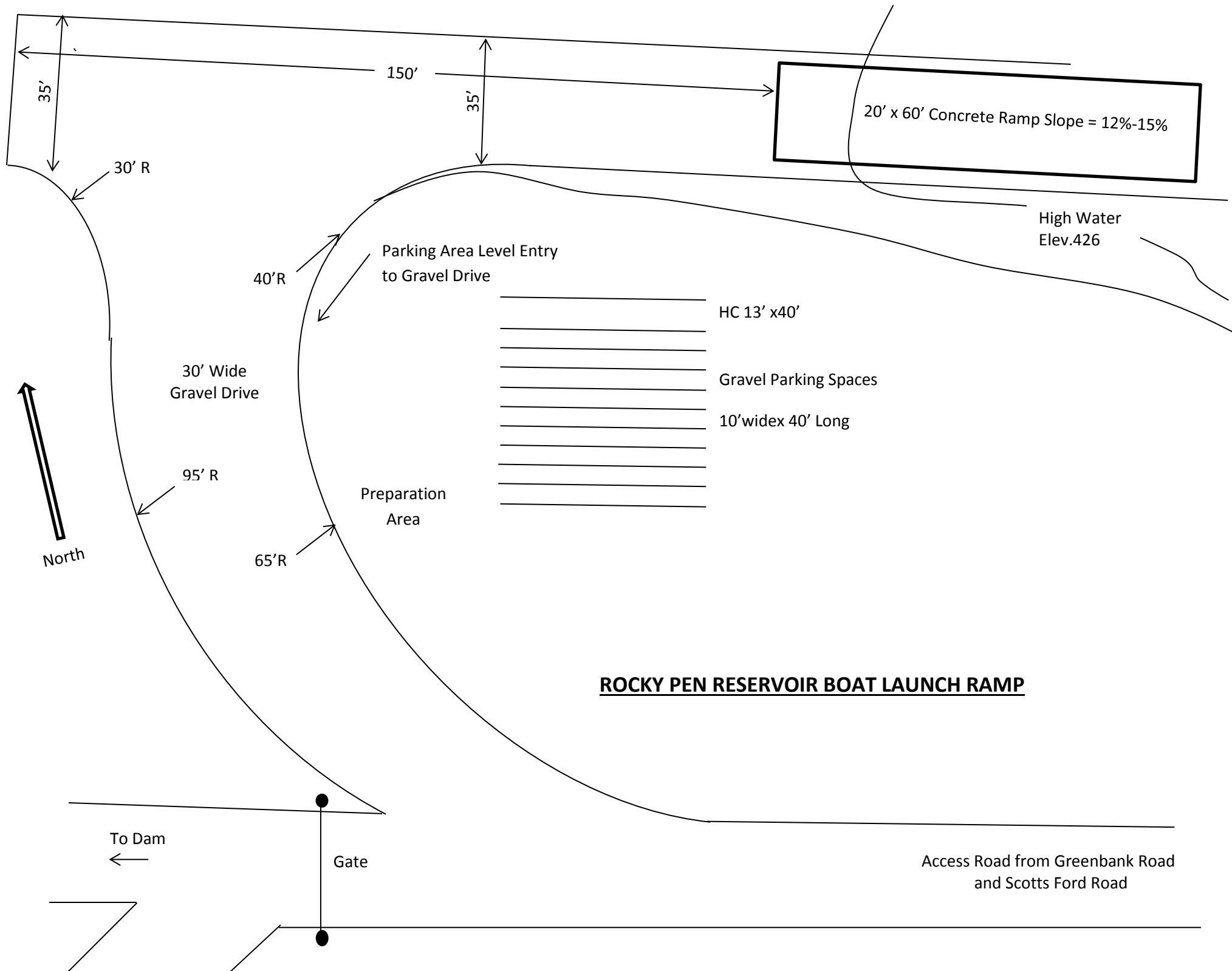
Bodily Injury and Property Damage \$2,000,000 combined single limit

ADDITIONAL CONDITIONS

The insurance policy shall include a provision that such policies shall not be canceled or materially changed without at least ten (10) day written notice being given the Owner.

The Vendor is required to state, in detail, in the space provided below what work of a character similar to that included in the proposed Contract has been done, to give references and such other detailed information as will enable the County to judge his responsibility, experience, skill and financial standing. Quotes from Contractor's inexperienced in this particular type of work will not be considered.

[illegible]



20' x 60' Concrete Ramp Slope = 12%-15%

High Water
Elev.426

Parking Area Level Entry
to Gravel Drive

HC 13' x40'

Gravel Parking Spaces

10'widex 40' Long

30' Wide
Gravel Drive

Preparation
Area

ROCKY PEN RESERVOIR BOAT LAUNCH RAMP

Gate

Access Road from Greenbank Road
and Scotts Ford Road

To Dam

CONCRETE RAMP DETAILS

